REQUEST FOR INFORMATION (RFI)
BY THE STATE OF TENNESSEE
OFFICE OF THE COMPTROLLER OF THE TREASURY

RFI Number: 307.02-006-08
Amendment 1

A.   STATEMENT OF INTENT:

The State of Tennessee, Office of the Comptroller of the Treasury (Comptroller), issues this Request for Information (RFI) to solicit response from interested parties that describe their organization's Software Product Licensing and Product Functionality in select business or technology areas.

B.   BACKGROUND:

The State Audit Repository project is an effort by the Comptroller to define requirements and recommend a solution or solutions to meet the requirements. In doing so, the project calls for studying the feasibility of whether third-party software applications can meet the given requirements.

The Repository project will be a collaboration by areas with statutory responsibility for auditing State of Tennessee entities, or that direct the technology and systems that support these businesses. These areas include the Division of State Audit and the Information Technology area in the Office of Management Services.

The primary responsibilities within each of these areas include

Division of State Audit	Conducts financial and compliance and performance audits, conducts investigations, and performs special studies to provide the General Assembly, the Governor, and the citizens of Tennessee with objective information about the state's financial condition and the performance of the state's many agencies and programs. This division thus aids the legislature in ensuring that state government is accountable to the citizens of Tennessee. This division includes six sections: financial and compliance, Medicaid/TennCare, performance, special investigations, information systems, and waste and abuse.
Information Technology, Office of Management Services	Providing services in systems analysis and development, computer operations, data entry, microcomputer support, network support and other computer related areas on a centralized basis for all divisions in the Comptroller's Office.

The Repository project will address functional requirements for each of the collaborating areas, plus address opportunities to continue improving the overall services to the taxpayers, and to the state. The improvements include:

- Store risk information about state-wide entities in a consolidated location.
- Allow for extensive searching and annotating of risk data.
- Consolidate data residing in multiple systems and independent applications.
- Allow new and expanded functionality for users at the state level.
- Improve effective communications with internal and external audiences.

C.   GENERAL INSTRUCTIONS

C.1.   The State is requesting the following information from all interested parties:

Software Product Licensing

As you respond to items C.1.1 and C.1.2 below, please address the following issues:

- Describe the licensure type (original or ongoing), including any unique characteristics.

- Describe whether and, if applicable, how the State would be charged for the licensure item in question. **Important Note**: please be detailed in your description of how the State would be charged, but **do not include any specific cost amounts**.

- Describe, if applicable, the Intellectual Property (IP) rights the vendor is willing to extend to the State. For example: State owns the IP and licenses its use to vendor; vendor owns IP and licenses use to State; vendor grants State a perpetual license, with no ongoing license fees; vendor grants State a perpetual license, with ongoing license fees; etc. Please be as specific as possible.

C.1.1. Describe your company's original licensure.

C.1.2. Describe your company's ongoing licensure.

C.1.3. Describe how the licensing structure handles scalability. In this context, scalability is defined as the ability to increase or decrease size or capability in cost-effective increments with minimal impact on the unit cost of business and the procurement of additional services.

C.1.4. Describe your ongoing system services, including, as applicable: maintenance services, support services, consulting services, phone support, email support, upgrade availability, etc. How is the vendor compensated for these services? Ongoing license fees? Other forms of compensation? **(Do not include any specific cost amounts.)**

C.1.5. Describe any other elements or areas for which you charge, in addition to the above licensing and service fees.

C.1.6   Provide your company's sale brochure that would be supplied in the normal course of business.

Product Functionality

C.1.7. Describe how your product can be used to add, edit and delete user-generated risk data.

C.1.8. Describe the extent to which you will customize the application.
        C.1.7.1   Adding fields.
        C.1.7.2   Rearranging form objects.
        C.1.7.3   Adding new functionality.

C.1.9. Describe how your product can be accessed remotely. Is your product compatible with Citrix?

C.1.10. Describe the extent to which external data can be imported directly into the product's database. Specifically financial data so it can be queried and used in calculations.

C.1.11. Describe the extent to which the product's data can be exported to other formats such as Excel, Access, or Word.

C.1.12. Describe how searching works within your product.

C.1.13. Describe the extent to which external files can be uploaded and linked to individual risk items.

C.1.14. Describe the extent to which the product allows searching within uploaded files. For example, if a Word document is uploaded, whether the product would be able to search within the contents of the Word document.

C.1.15. Describe the extent to which the product can link to Novell GroupWise e-mail files.

C.1.16. Describe the product's security How is it accessed? How is security controlled?

C.1.17. Describe how the product can create ad hoc reports.

C.1.18. Describe the extent to which the product can store and play video and audio files.

C.1.19. Describe the scalability of the product. How many users are permitted to use it simultaneously? How many users can use it simultaneously without performance impact?

C.1.20. Describe the extent to which your product can be used to track auditors, their current location, and their expected schedule.

For item C.1.21 below, our definition of *User Configured Functionality* is a flexible area within the parameters of the base application that allows new functionality to be created and maintained by authorized customer users. Once created, these user-configured components are the responsibility of the customer. The vendor would have no responsibility to support or maintain user-configured functionality.

C.1.21. As defined above, describe the basic and extended capabilities of User Configured Functionality within your base application product solution.

As you respond to item C.1.21 above, please address the following issue:

- Describe, if applicable, the Intellectual Property (IP) rights the vendor is willing to extend to the State regarding User Configured Functionality. Be as specific as possible.

Application and Database(s)

C.1.22. Describe how your application product is structured or modularized, and the extent to which individual modules can operate independently.

C.1.23. Describe the development platform your application product is built upon.

C.1.24. Describe the production environment(s) in which the system can operate. Please include all required hardware and software components.

C.1.25. Describe the databases your application product is compatible with.

D.   INSTRUCTIONS FOR RESPONDING:

    D.1.   Submit your response to this Request to:
                Corey Tester, Legislative Applications Manager
                Office of Management Services
                State of Tennessee, Office of the Comptroller
                505 Deaderick Street, Suite 1400
                Nashville, TN   37243

    D.2.   Please reference Request for Information # 307.02-006-08 with your response to this request.

    D.3.   Responses must be prepared in Microsoft Word.

    D.4.   Please include one (1) hard copy of your response, plus one (1) electronic copy in CD format. Responses **may not** be conveyed by electronic means such as e-mail.

    D.5.   Responses must be received by March 14th, 2008, at 4:00 p.m. CDT.

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Disclosure of Contents - All materials submitted to the State in response to this RFI shall become the property of the State of Tennessee. All materials shall be open for review by the public in accordance with Tennessee Code Annotated, Section 10-7-504(a) (7). By submitting information, the Vendor acknowledges and accepts that the full contents and associated documents shall become open to public inspection.